



# APPLICATION FOR BROKER ADDRESS CHANGE BRANCH OFFICE ADDRESS CHANGE

REAL ESTATE LICENSING  
PO BOX 9048  
OLYMPIA, WA 98507-9048  
(360) 664-6488 or (360) 664-6500  
FAX (360) 586-0998  
www.dol.wa.gov/realestate/refront.htm

**Fee: \$26.50**

*please type or print clearly*

Make remittance payable to State Treasurer.  
**Send application with your remittance to:**  
**Department of Licensing**  
**PO Box 9048**  
**Olympia, WA 98507-9048**

**Company Information** If application information is incomplete, the application will not be processed.

<b>Firm Name</b>			
DBA Name (If Applicable)			
New Address (Number, Street and Post Office Box if Applicable)			
Business Telephone No. ( )		Business Fax No. ( )	
City	State	Zip	County
Previous Address (Number, Street and Post Office Box if Applicable)			
City	State	Zip	County
<b>Designated Broker's Name</b> (First, Middle, Last)		Designated Broker's Social Security No.*	
Designated Broker's Mailing Address		Designated Broker's Telephone No. ( )	
City	State	Zip	County
<p>*State law, RCW 26.23.150, requires you to furnish your Social Security Number when you apply for this license. If this application is for a business that is a sole proprietorship, the proprietor must furnish his/her Social Security Number. Resident aliens, without a Social Security Number, must furnish their Individual Tax Identification Number.</p> <p><b>Designated Broker, please reply to the following questions:</b></p> <p>1. Is new business properly zoned for a real estate office? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>2. What is zoning of new office location? _____</p> <p>3. Will you maintain and manage a real estate office that is accessible to the public <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>4. Are you currently required to register as a sex offender in this state or any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>X</b> _____ Broker's Signature</p> <p>_____ Broker's License No.</p>			

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LB	20			26.50	1
PROG 1	TRAN 3	PROF 4	PIC NO. 4	BILLED 16	SPLIT 43

## Change of Address Procedures

### Please submit the following:

1. Completed application (above) for Broker Address Change, Branch Office Address Change. This application must be completed by the designated broker of the company.
2. Applications (Application for Real Estate License, form number RE-620-004) for all salespersons and associate brokers affected by the change.
3. A \$26.50 fee for each application.
4. Return all real estate licenses showing the previous address.
5. If you wish to add, delete, or change a PO Box or suite number, the requirements apply.

If you have any questions, please contact this office at one of the numbers above.

**Upon filing, this application becomes a public record and is subject to public disclosure provisions pursuant to RCW 42.17**